Confirmation of the Interdisciplinary Team Meetings by the Local Authority and Local Mental Health Authority on the LTC Online Portal

Information posted June 24, 2015

On June 25, 2015, Texas Medicaid & Healthcare Partnership will implement a modification to the Long Term Care (LTC) Online Portal to support the Nursing Facility’s (NF) documentation of Interdisciplinary Team (IDT) meetings and the Local Authorities /Local Mental Health Authorities (LAs/LMHAs) confirmation process for all Preadmission Screening and Resident Review (PASRR) positive individuals.

LAs/LMHAs participate in the IDT meeting scheduled by the NF for the development of the individual’s comprehensive care plan and to determine what specialized services an individual will receive.

Effective July 7, 2015, NFs must document the IDT meetings through the LTC Online Portal using the IDT tab on the PASRR Level 1 (PL1) Screening Form.

Once the IDT meeting has been documented by the NF using the IDT tab on the LTC Online Portal, the LA/LMHA must confirm their attendance and their agreement of the specialized services documented for the individual, using the IDT Confirmation section of the IDT tab. The LA/LMHA will not receive an alert by the LTC Online Portal that an IDT confirmation is pending; therefore, the LA/LMHA must monitor the portal for IDTs requiring LA/LMHA confirmation.

Once the NF has documented the IDT meeting, the LA/LMHA will be able to confirm attendance and agreement of the specialized services documented for the individual by taking the following actions:

1. Click the IDT tab displayed on the PL1.

2. Only the IDT Confirmation section will be enabled for LA/LMHA entry, though the other sections will be displayed and disabled.

3. Depending on G0300 (Individual PASRR Condition) and the LA/LMHA security rights, the LA/LMHA must complete required fields in the Mental Illness (MI) or Intellectual and Developmental Disorder (IDD) portion of the IDT Confirmation section (refer to the screen examples below).

4. Once completed, the LA/LMHA will submit their confirmation by clicking the “Submit Form” button.

5. Upon successful submission of the IDT Confirmation, the LTC Online Portal will return a confirmation message indicating successful submission.

An IDT History trail will be displayed at the bottom of the IDT tab and will display a History of all the successfully submitted IDTs. The History will display “Date of IDT Meeting (MM-DD-YYYYY)” as links in chronological order from most recent date of IDT meeting to oldest date of IDT meeting. Each IDT will display as a collapsible link and contain the history of that IDT meeting.
### Interdisciplinary Team (IDT)

**IDT Information**

- Type of IDT Meeting
- Date of IDT Meeting
- Individual PARR Condition
- The individual is PARR positive for

**IDT Participants Information**

<table>
<thead>
<tr>
<th>A. Participant Type</th>
<th>B. Attendance Type</th>
<th>C. Title</th>
<th>D. Other Title</th>
<th>E. First Name</th>
<th>F. Middle Initial</th>
<th>G. Last Name</th>
<th>H. Suffix</th>
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**IDT Specialized Services**

- Specialized Services Indicated

**Are Specialized Services Indicated at this Time?**

- The individual has refused all Specialized Services of this time
- The individual has accepted one or more of the Specialized Services at this time

**List of Nursing Facility Specialized Services**

- Check only the services the individual or their legally Authorized Representative (LAR) agreed to.

**List of L/A/ENHA Specialized Services**

- Check only the services the individual or their legally Authorized Representative (LAR) agreed to.

**Type of Durable Medical Equipment (DME)**

- Check all that apply:

**Other Information**

- Individual is Best Served In
- Comments
Additional information will be published on this website on July 3, 2015, as an addendum to the Local Authority PASRR Workshop User Guide.

For questions about these changes to the LTC Online Portal, contact the LTC Help Desk at 1-800-626-4117, Option 1.